

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

50X1

TO		INITIALS	DATE
1	Chief, FBID	<i>[Signature]</i>	17 Apr.
2			18 Apr.
3			18 Apr.
4			
5			
FROM		INITIALS	DATE
1	Acting AD/O	<i>[Signature]</i>	16 Apr 51
2			
3			

<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> FILE

REMARKS:

No written reply is necessary. However please discuss with me at your convenience.

All are pleased with new system. LKW

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, FBID

FROM : Acting Assistant Director for Operations

SUBJECT: Monthly Progress Report

DATE: 16 April 1951

1. The FBID Progress Report for the month of March 1951 is much more revealing than, and is considered to be a substantial improvement over, previous reports. Obviously it does require a great deal of time and effort to prepare and I hope that you may be able to reduce somewhat the effort that goes into it without substantially altering the results.

2. I have made some observations which I would like to pass along. Will you please discuss these with me informally at your convenience.

a. If you contemplate presenting a project in connection with improvements at your St. Petersburg, Florida Station, the project should be submitted as early as possible.

b. In your statistics I note a number of cases in which none, or a relatively small amount, of the wordage filed is actually published. At first glance it appears that each of these cases should be examined to determine whether effort is being dissipated.

c. I also note that you had a net loss of two employees during the month of March; that you have 22 vacancies in your classified T/O and 13 vacancies in your native T/O. Competition for classified personnel is exceptionally keen at this time and you will have to intensify your efforts to show a net increase each month until your T/O is filled. I realize that to a large measure this is dependent upon Personnel and Security but you should make every effort to see that all your positions are encumbered.

L. K. WHITE

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RECEIVED-FBID

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